

BAY COUNTY BOARD OF COMMISSIONERS

A G E N D A

TUESDAY, NOVEMBER 9, 2010

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

I CALL TO ORDER (CHAIRMAN ELDER)

II ROLL CALL

III INVOCATION

IV PLEDGE OF ALLEGIANCE

V MINUTES (Not available at time of agenda preparation)

VI CITIZEN INPUT (4:00 P.M.)

VII PETITIONS AND COMMUNICATIONS

A. Special Presentation (4:00 p.m.)

1. Michigan Department of Community Health Award for Bay County's Safe Fish and Game Consumption Grant Program

VIII REPORTS/RESOLUTIONS OF COMMITTEES

A. WAYS AND MEANS (DONALD J. TILLEY, CHAIR; EUGENE F. GWIZDALA, VICE CHAIR) (NOTE: AS THIS IS A COMBINED MEETING, ACTION TAKEN ON WAYS AND MEANS RESOLUTIONS IS FINAL.)

- | | |
|------|--|
| 1- 2 | 1. No. 2010-233 - Millage Levy/L-4029 (Resolution amended to include Library Millage approved by the voters 11/2/10) |
| 3- 4 | 2. No. 2010-234 - Treatment Court Grant funds 2010-2011 (District Court) |

5- 6	3.	No. 2010-235 - Electronic Daily Activity Report Program (Sheriff Dept.)
7- 8	4.	No. 2010-236 - 2010-2011 BAYANET Grant (Sheriff Dept.)
9-10	5.	No. 2010-237 - 2010-2011 BAYANET Grant (Prosecutor)
11-12	6.	No. 2010-238 - View-Scan Digital Microfilm Reader-Printer (Register of Deeds)
13-14	7.	No. 2010-239 - 2010-2011 MDNRE Agreement (Health Dept.)
15-48	8.	No. 2010-240 - Budget Adjustments (various)
49-50	9.	No. 2010-241 - Michigan Municipal Risk Management Authority (MMRMA) Grant Application (Juvenile Home)
51-54	10.	Personnel Director - Tuition Reimbursement - Jill McKeon, Treasurer's Office (Receive)
	11.	Finance Department
55	a.	Analysis of General Fund Unreserved/Undesignated Fund Balance 2010 (Receive)
56	b.	Executive Directive #2007-11 (Receive)
	B.	PERSONNEL/JUDICIAL (ERNIE KRYGIER, CHAIR; KIM COONAN, VICE CHAIR)
57-58	1.	No. 2010-242 - Part Time Custodian/Kennel Attendant (Animal Control)
	C.	HUMAN SERVICES (MICHAEL J. DURANCZYK, CHAIR; VAUGHN J. BEGICK, VICE CHAIR)
	D.	BOARD OF COMMISSIONERS (BRIAN K. ELDER, CHAIR; PATRICK H. BESON, VICE CHAIR)
59	1.	No. 2010-243- Accounts Payable/BAYANET/Center Ridge Arms
60-63	2.	No. 2010-244- County Executive - Status Reports

IX REPORTS OF COUNTY OFFICIALS/DEPARTMENTS

A. County Executive

X UNFINISHED BUSINESS

XI NEW BUSINESS

XII MISCELLANEOUS

XIII ANNOUNCEMENTS

A. The Bay County Board of Commissioners will meet on Tuesday, November 23, 2010 at 4:00 p.m. to address the 2011 Bay County Budget

B. 2010 Appointments:

1. December

a. Division on Aging Advisory Council (Five 2 year terms, Districts 2, 4, 6, 8 and at-large)

XIV CLOSED SESSION (If requested)

XV RECESS/ADJOURNMENT

BAY COUNTY BOARD OF COMMISSIONERS

11/9/10

RESOLUTION (AMENDED)

BY: WAYS AND MEANS COMMITTEE (11/9/10)

WHEREAS, The Bay County Board of Commissioners has the duty, in its October annual session, to do the following in accordance with 211.37 of the Michigan Property Tax Laws; and

WHEREAS, These requirements are as follows:

Sec. 37: The County Board of Commissioners, at its annual session in October in each year, shall ascertain and determine the amount of money to be raised for County purposes, which determination and apportionment shall be entered at large on its records. It shall also examine all certificates, statements, papers, and records submitted to it, showing the moneys to be raised in the several townships for school, highway, drain, township and other purposes. It shall hear and duly consider all objections made to raising any such moneys by any taxpayer to be affected thereto. If it shall appear to the Board that any certificate, statement, paper, or record is not properly certified, or that the same is in anyway defective, or that any proceeding to authorize the raising of any such moneys had not been had or is in anyway imperfect, the Board shall certify the same, and if the certificate, statement, paper, record, or proceeding can then be corrected, supplied or had, the Board shall authorize and require the defects or omissions of proceedings to be corrected, supplied, or had. It may refer any or all the certificates, statements, papers, records, and proceedings to the Prosecuting Attorney, whose duty it shall be to examine the same and without delay, report in writing his opinion to the Board. It shall direct that such of the several amounts of money proposed to be raised for township, school, highway, drain, and allother purposes as shall be authorized by law, be spread upon the assessment roll of the proper townships, wards and cities. Such action and direction shall be entered in full upon the records of the proceedings of the Board, and shall be final as to the levy and assessment of all such taxes, except when there is a change made in the equalization of any county by the Board or State Tax Commissioners upon appeal in the manner provided by law. The direction for spread of taxes shall be expressed in terms of millages to be spread against the taxable values of properties and shall not direct the raising of any specific amount of money. This section does not apply when Section 36(2) applies; and

WHEREAS, The Bay County Board of Commissioners has caused the above to be thoroughly checked for statutory requirements; Therefore, Be It

RESOLVED That the following county millages shall be levied on the 2010 taxable value of real and personal property 2010 assessments rolls of each township and city within the County of Bay:

-/-

Mills

Bay County Fixed	5.7257
Library	0.9953
Senior Citizen	0.5000
911	0.7000
Historical Society	0.0952
Medical Care Facility	0.5000
Mosquito Control	0.4500
Library	1.0000

All millages are in accordance with the demands as presented on the Clerk's Certificates for schools, intermediate schools, community college city, township, and authority within the above local units. All have been checked for statutory compliance and, to the best of our knowledge, are in compliance with the Michigan Statutes. All special assessments, drain taxes, and all other taxes authorized by law shall be levied in accordance with the Michigan Statutes; Be It Further

RESOLVED That the Chairman of the Board and the Bay County Clerk are authorized to execute the Clerk's Certificates, the 4029's and any other documentation required.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

2010 ClerkCerts/4029 (AMENDED)

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

BAY COUNTY BOARD OF COMMISSIONERS**11/9/10****RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/9/10)
WHEREAS, The 74th District Court has been awarded a Edward Byrne Memorial Justice Assistance Grant, administered through the State Court Administrator's Office, in the amount of \$130,000 for Treatment Court operations; and
WHEREAS, The 74th District Court has been a successful recipient of this grant for several years with last year's award being \$135,000, a \$5,000 reduction that will not significantly affect the operation of the Treatment Court; and
WHEREAS, There is no cash match requirement for this grant funding; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners accepts the 2010-2011 Treatment Court Grant funding in the amount of \$130,000 and authorizes the Board Chair to sign the grant agreement and all required documents on behalf of Bay County following legal review/approval; Be It Finally
RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

District Court - Treatment Court Grant Funds 2010-2011

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____



18th JUDICIAL CIRCUIT COURT
74th JUDICIAL DISTRICT COURT

1230 Washington Avenue
Bay City, Michigan 48708-0010

KIM B. MEAD
Court Administrator

Phone: (989) 895-4266
Fax: (989) 895-4099
meadk@baycounty.net

October 21, 2010

Donald J. Tilley, Chair
Ways and Means Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, Michigan 48708

Chair Tilley:

The 74th District Court has been awarded a grant in the amount of \$130,000 for Treatment Court operations. The funds are from the Edward Byrne Memorial Justice Assistance Grant administered thru the State Court Administrator's Office.

The Court has been a successful recipient of this grant for several years. In contrast, last year's award was for \$135,000. The reduction will not significantly affect the operation of the Treatment Court.

There is no cash match required for these funds.

I ask that this committee make a favorable recommendation to the Board of Commissioners that the 2010-2011 Treatment Court grant funding be accepted and authorize its Chair to sign all related documents.

Sincerely,

Kim Brian Mead
Court Administrator

BAY COUNTY BOARD OF COMMISSIONERS**11/9/10****RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (11/9/10)
- WHEREAS, In order to improve efficiency, reduce required paperwork and improve administrative functions, the Bay County Sheriff is requesting funding to implement an Electronic Daily Activity Report Program, a program developed and tested in a joint venture with an existing vendor; and
- WHEREAS, This program is also compatible with new software being implemented at Bay County Central Dispatch and will interact to further enhance information gathering and storage; and
- WHEREAS, The estimated cost of this project is approximately \$20,000 which includes implementation and training, however, this funding does not exist in the Sheriff Department budget; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners appropriates the sum of \$20,000 from Fund Balance to fund an Electronic Daily Activity Report Program at the Bay County Sheriff Department, said funding covering implementation and training for the program; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any documentation, if required, for the Electronic Daily Activity Report Program on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That authorization is granted to establish necessary line items and accounts, if required, to implement the Electronic Daily Activity Report Program.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Sheriff Dept - Electronic Daily Activity Report Program

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

- 5 -

John E. Miller
Sheriff Of Bay County

Michael T. Janiskee
Undersheriff

Newt Jerome
Jail Administrator



Date: October 27, 2010

To: Donald Tilley, Chairman
Ways and Means Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

From: Sheriff John E. Miller *J.E.M.*

Ref: Electronic Daily Activity Report Proposal

BACKGROUND: In order to improve efficiency, reduce required paperwork and improve administrative functions, I hereby request that funds be allocated to implement an Electronic Daily Activity Report Program. The program has been developed and tested in a joint venture with an existing vendor. This program is also compatible with new software being implemented at Bay County Central Dispatch and will interact to further enhance our system of information gathering and storage.

FINANCE/ECONIMICS: The estimated cost of this project is approximately \$20,000.00 which includes implementation and training. Funding for this project does not exist in our present budget; therefore I would request funding from the County General Fund.

RECOMMENDATION: Request that funding is allocated for the Electronic Daily Activity Program and that necessary line items and accounts are established to implement this project.

Cc: Brian Elder, Chairman, Bay County Board of Commissioners
Ernie Krygier, Chairman, Personnel/Judicial Committee
Undersheriff Michael T. Janiskee
File

-6-

BAY COUNTY BOARD OF COMMISSIONERS**11/9/10****RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (11/9/10)
- WHEREAS, The Bay County Sheriff Department, through formal agreement, is a party to a subcontract which provides funding for the assignment of a Deputy Sheriff to the Bay Area Narcotics Enforcement Team (B.A.Y.A.N.E.T.) during the grant period; and
- WHEREAS, The Bay County Sheriff wishes to continue this arrangement and is recommending approval of the Michigan Department of Community Health, Office of Drug Control Policy, Byrne Memorial Justice Assistance Grant Subcontract; and
- WHEREAS, The cash match for the grant is \$32,353 and funds are included in the Sheriff's 2011 budget and no new funds are required: Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the Michigan Department of Community Health, Office of Drug Control Policy, Byrne Memorial Justice Assistance Grant Subcontract covering the 2010-2011 grant year, in the amount of \$64,706 (\$32,353 Byrne Funds and \$32,353 local match), matching funds to come from those budgeted in the 2010 Sheriff Department budget; Be It Further
- RESOLVED That the and the Chairman of the Board is authorized to execute said Subcontract and all related documents on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR

AND COMMITTEE

Sheriff Dept - Byrne- BAYANET - 2010-2011

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:**ROLL CALL:** YEAS _____ NAYS _____ EXCUSED _____**VOICE:** YEAS _____ NAYS _____ EXCUSED _____
DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

-7-

John E. Miller
Sheriff Of Bay County

Michael T. Janiske
Undersheriff

Newt Jerome
Jail Administrator



TO: Donald J. Tilley
Chairman Ways and Means

FROM: Sheriff John E. Miller

DATE: November 4, 2010

RE: B.A.Y.A.N.E.T. Grant Renewal (Byrne Memorial – subcontract 2010-2011)

Background: The subcontract addresses the funding for the assignment of a Deputy Sheriff to the Bay Area Narcotics Enforcement Team during the grant period. This grant is a continuance for working with the MSP BAYANET team in our area.

Finance/Economics: This is budgeted in the 2010 budget (10131200).

Recommendation: I am requesting the committee's approval and the authorization to approve the match for the B.A.Y.A.N.E.T. grant and to make necessary budget adjustments upon the 2010 county approved budget. Our wish is for the committee to grant the renewal to continue.

Thank you for your consideration. If you have any questions please call me at 985-4069.

Cc: Undersheriff Michael T. Janiske
Kim Priessnitz, Budget Supervisor
File Copy

Ls/W&M.bayanetrenewal-10

- 8 -

BAY COUNTY PROSECUTING ATTORNEY

KURT C. ASBURY

Victim's Rights Advocates

Cindy A. Howell
Wendy D. Hoffard
Kristin M. Monaghan

Assistant Prosecuting Attorneys

Nancy E. Borushko
Chief Assistant

J. Dee Brooks
Barbara J. Hayward
John C. Keuvelaar
Margaret A. Leaming
Scott A. Gordon
Sylvia L. Linton
Jordan Case

MEMORANDUM

TO: Donald J. Tilley
Chairman, Ways & Means

FROM: Kurt C. Asbury *KCA*
Prosecuting Attorney

DATE: November 2, 2010

RE: Request to Renew the BAYANET Grant Agreement

BACKGROUND: The Bay Area Narcotics Enforcement Team (BAYANET) has again received a Governor's Discretionary Grant, and its grant application requested funds to pay for a portion of the salary of an Assistant Prosecuting Attorney. The Bay County Prosecutor's Office will be the recipient of these funds in the amount of \$18,018.00 as a Subcontractor. We have participated in this program in the past and would like permission to continue to accept the funds through BAYANET in order to supplement the funding of one of the Attorney positions in the Prosecutor's Office. The Subcontract covers the period of October 1, 2010 to September 30, 2011. Also, the Prosecutor's Office is requesting matching funds from the County in the amount of \$18,018.00 which are required for our office to receive the BAYANET Grant funding.

RECOMMENDATION: Requesting that this matter be referred to the full Board for approval, including authorization of the Chairman of the Board to sign any required documents after Corporation Counsel Review.

CC: Klm Priessnitz, Budget Supervisor
File Copy

-9-

BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MICHIGAN 48708

TELEPHONE: (989) 895-4185

FAX: (989) 895-4167

TDD [HEARING IMPAIRED]: (989) 895-2059

BAY COUNTY BOARD OF COMMISSIONERS**11/9/10****RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (11/1/10)
- WHEREAS, The Bay Area Narcotics Enforcement Team (BAYANET) has again received a Governor's Discretionary Grant which includes funds to pay for a portion of the salary of an Assistant Prosecuting Attorney; and
- WHEREAS, The Bay County Prosecutor's Office will be the recipient of \$18,018 as a subcontractor; and
- WHEREAS, The Bay County Prosecutor's Office has participated in the BAYANET Program in the past and wishes to accept the available funding through BAYANET; and
- WHEREAS, The County match is budgeted in 2011 and no new funds are required; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the Michigan Department of Community Health, Office of Drug Control Policy, Byrne Memorial Justice Assistance Grant Subcontract covering the 2010-2011 grant in the amount of \$18,018; Be It Further
- RESOLVED That it is understood that if grant funding for BAYANET position(s) under the BAYANET grant is terminated, Bay County shall not be responsible to fund the position(s) or pick up any costs associated with the position(s); Be It Finally
- RESOLVED That the Chairman of the Board is authorized to execute said Subcontract on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Prosecutor - 2010-2011 BAYANET Grant

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-10-

BAY COUNTY BOARD OF COMMISSIONERS

11/9/10

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (11/9/10)
- WHEREAS, The current reader-printer in the Register of Deeds' office was purchase in 2003 and has run over one million copies; and
- WHEREAS, The replacement cost will not exceed \$10,000 and funds exist in the Register of Deeds' Automation Fund; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the purchase of the View/Scan Digital Microfilm Reader-Printer at a cost not to exceed \$10,000, monies to come from the Automation Fund; Be It Further
- RESOLVED That budget adjustments required are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Register of Deeds - View-Scan Digital Microfilm Reader-Printer

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____



515 Center Ave., Suite 102
Bay City, MI 48708
www.baycounty-mi.gov/rod

Victoria L. Roupe
Bay County Register of Deeds

KELLIE DANIELS
Deputy Register of Deeds
Phone (989) 895-4228
Fax (989) 895-4296
TDD (989) 895-4049

October 25, 2010

TO: Donald Tilley, Chair
Ways and Means Committee

FROM: Vicki Roupe
Register of Deeds

SUBJECT: VIEW/SCAN DIGITAL MICROFILM READER-PRINTER

REQUEST: To purchase a View/Scan Digital Microfilm Reader-Printer. Our current reader-printer was purchased in 2003 and has well over one million copies.

FINANCE/ECONOMICS: The estimated cost of this reader-printer will not exceed \$10,000 and funds to come from the Automation Fund.

RECOMMENDATION: Grant approval for the purchase of the View/Scan Digital Microfilm Reader-Printer and approve any required budget adjustments.

Thank you for your consideration of this request.

BAY COUNTY BOARD OF COMMISSIONERS**11/9/10****RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/9/10)

WHEREAS, The Michigan Department of Environmental Quality (MDEQ) Renewal Agreement between Bay County (Health Department) and the MDEQ has been submitted; and

WHEREAS, This Agreement for FY 2010-2011 provides \$9,525 in funding and engages the Bay County Health Department to provide various technical services. This funding has been decreased by \$570 from the FY 2009/2010 grant award; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the State of Michigan, Department of Environmental Quality (MDEQ) - Local Health Department (LHD) Contract for FY 2010/2011 for the Environmental Health Division to provide various services (Non-Community Water Supply, Drinking Water Long Term Monitoring, Federal Beach Monitoring, Public Swimming Pools, Septage, and Campgrounds) is approved and the Chairman of the Board authorized to execute said Agreement and all related documents on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Health Dept - 2010-11 MDNRE Agt

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

-13-



BAY COUNTY
Health Department

Thomas L. Hickner
Bay County Executive

Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

1200 Washington Avenue
Bay City, Michigan 48708
(989) 895-4003
FAX (989) 895-4014
TDD (989) 895-4049

To: Donald Tilley, Chair
Ways and Means Committee

From: Barbara M. MacGregor
Health Director

Date: November 3, 2010

RE: Michigan Department of Natural Resources and Environment (MDNRE) Agreement with the Bay County Health Department

BACKGROUND:

The proposed agreement for FY 2010-11 is a renewal of the current agreement between Bay County, on behalf of the Bay County Health Department (BCHD), and the MDNRE. The agreement engages the BCHD to render certain technical services related to Non-Community Water Supply, Drinking Water Long-Term Monitoring, Federal Beach Monitoring, Public Swimming Pools, Septage, and Campgrounds.

FINANCIAL CONSIDERATIONS:

The agreement specifies that BCHD will receive \$9,525 to provide the aforementioned program services. This is a decrease of \$570 over the FY 2009-10 grant award.

RECOMMENDATIONS:

Upon favorable review by Corporation Counsel, the Department recommends this Agreement be approved signed by the Board Chair, as well as all budget adjustments relating to this Agreement.

CC: Tom Hickner, County Executive
Joel Strasz, Public Health Services Manager
Marty Fitzhugh, Corporation Counsel
Tim Quinn, Finance
Crystal Hebert, Finance
Kim Priessnitz, Finance

-14-

BAY COUNTY BOARD OF COMMISSIONERS

RESOLUTION

BY: WAYS AND MEANS COMMITTEE

Request Number	Fund Involved Department Involved	Favorable Impact	Unfavorable Impact	No Impact
2010-11-003	General Fund Election activity Election budget (10126200) Returning extra money saved on 2010 election to General Fund.	\$18,000		
2010-11-007	General Fund Drain Commissioner Reclassify expenditures under SBCI water out reach grant.			X
2010-11-038	General Fund Register of Deeds Activity Clerk Activity To budget for the water damage on 4/04/2010 In Register of Deeds, Clerks, Building & Grounds and DOA offices. MMRA reimbursement \$29,237.62 which is after the \$1,000 deductible.			X
2010-11-059	General Fund Board of Commissioners Activity To budget for additional 2% retirement employer contributions for 2010 budget.		\$196,751	

RESOLUTION

NO. _____

2010-11-064	General Fund Clerk Activity	\$8,000	
	To budget for increased concealed weapons permits for the Clerks budget.		
2010-11-067	General Fund Building & Grounds Activity		X
	To budget for Bldg. & Grounds reimbursement for maintenance of all the foreclosed homes using seasonal hires to mow lawns and maintenance for the delinquent tax foreclosed homes fund (5180).		
2010-11-070	Delinq. Prop. Tax Foreclosure Fund 2007 Delinq. Tax Property Sales Activity		X
	To budget for increase revenue in the delinquent property tax foreclosure fund and budget for the maintenance expense for this fund.		
2010-11-073	Health Department Fund Administration	\$2,400	
	To budget for settlement with State of MI regarding a certified lead professional in the Bay Co. Health Dept. Board of Comm. approved in closed session on 9/14/10 Motion #79.		

RESOLUTION

NO. _____

2010-11-074	General Fund Secondary Road Patrol	X
	Budget for contribution from Enbridge of \$750. To Purchase cameras for the Sheriff Dept. to use for fire investigations.	
2010-11-077	General Fund GIS Activity	X
	Budget for purchase of new HP color printer for GIS.	
2010-11-078	Child Care Fund Child Care - Probate	X
	Move dollars from State Ward budget to child care placement budget. Youth are being paid through child care fund than State ward fund.	
2010-11-079	Division on Aging Fund Home Delivered Meals Activity	\$1,400
	To budget to roll over dollars from 9 month budget into the 3 month for DOA.	
2010-11-082	General Fund Animal Control Activity	\$3,749
	Budget for a new truck box to be put on a new donated truck for Animal Control. The donation is from Dick Demara in memory of his wife. The box will hold stray animals picked up.	

RESOLUTION

NO. _____

2010-11-083

General Fund
Information Systems Budget

\$3,100

Budget for Clerk's identiphoto
system.

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2010/11 3 Ref RETURN Desc: TO G.F. Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/O	Amount
10126200	1000	OPERATING SUPPLIES	D	15,000.00
10126200	90100	LEGAL NOTICES	D	3,000.00
10110100	40001	FUND BALANCE	D	18,000.00

Add Description

Journal Totals

Increase .00

Decrease .00

Additional Comments

File Edit Tools Insert Help

Journal: 3 Line: 1

ELECTION BUDGET (10126200) RETURNING EXTRA MONEY SAVED ON 2010 ELECTION TO GENERAL FUND

☒ Check Spelling

Budget Amendment Detail Lines

File Edit Tools Help



Summary

Journal

Journal 2010/11 7 Ref RECLAS Desc EXPENDITUR Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
10127500	7200	PRINTING AND BINDING	0	6,000.00
10127500	90000	PRINTING/PUBLISHING/ADVERTIST	I	6,000.00

Add'l Description

Journal Totals

Increase	6,000.00
Decrease	6,000.00

Additional Comments

Journal: 7 Line: 1

TO RECLASSIFY EXPENDITURES UNDER SBCI WATER OUT REACH GRANT.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2010/11 38 Ref WATER Desc DAMAGE Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
10110100	40001	FUND BALANCE	D	17,019.00
10121500	96740	OFFICE EQUIP.& FURN. EXP...	I	399.00
10121500	69600	INSURANCE RECOVERIES/P...	I	399.00
10126500	96730	MACHINERY & EQUIPMENT E...	I	119.00
10126500	96730	MACHINERY & EQUIPMENT E...	I	199.00
10126500	70600	OVERTIME	I	1,061.00
10126500	69600	INSURANCE RECOVERIES/P...	I	1,526.00
10126500	93300	BLDG. REPAIR AND MAINTEN...	I	3,149.00
10126500	69600	INSURANCE RECOVERIES/P...	I	17,019.00
10126600	69600	INSURANCE RECOVERIES/P...	D	1,000.00
10126800	96730	MACHINERY & EQUIPMENT E...	I	174.00
10126800	96730	MACHINERY & EQUIPMENT E...	I	119.00
10126800	69600	INSURANCE RECOVERIES/P...	I	293.00
10126800	96740	OFFICE EQUIP.& FURN. EXP...	I	399.00
10126800	72700	OFFICE SUPPLIES	I	333.00
10126800	72800	PRINTING AND BINDING	I	1,688.00

Add Description

Journal Totals

Increase	18,019.00
Decrease	18,019.00

Budget Amendment Detail Lines

My File Edit Tools Help

Journal

Summary

Journal 2010/11 38 Ref WATER Desc DAMAGE Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
10121500	69600	INSURANCE RECOVERIES/P...	I	399.00
10126500	96730	MACHINERY & EQUIPMENT E...	I	119.00
10126500	96730	MACHINERY & EQUIPMENT E...	I	199.00
10126500	70600	OVERTIME	I	1,061.00
10126500	69600	INSURANCE RECOVERIES/P...	I	4,628.00
10126500	93300	BLDG. REPAIR AND MAINTEN...	I	3,149.00
10126600	69600	INSURANCE RECOVERIES/P...	I	17,019.00
10126600	69600	INSURANCE RECOVERIES/P...	D	1,000.00
10126800	96730	MACHINERY & EQUIPMENT E...	I	174.00
10126800	96730	MACHINERY & EQUIPMENT E...	I	119.00
10126800	69600	INSURANCE RECOVERIES/P...	I	293.00
10126800	96740	OFFICE EQUIP & FURN. EXP...	I	399.00
10126800	72700	OFFICE SUPPLIES	I	333.00
10126800	72300	PRINTING AND BINDING	I	0,236.00
10126800	69600	INSURANCE RECOVERIES/P...	I	2,420.00
25626800	98002	COMPUTER HARDWARE	I	5,579.00
25626800	69600	INSURANCE RECOVERIES/P...	I	5,579.00

Add Description

Journal Totals

Increase	18,019.00
Decrease	18,019.00

Bay County, Michigan

Additional Comments

Journal: 38 Line: 1

TO BUDGET FOR THE WATER DAMAGE ON 4-4-2010 IN REGISTER OF DEEDS, CLERKS, BLDG & GROUNDS AND DOA OFFICES. MMRA REIMBURSEMENT OF \$29,237.62 IS AFTER THE \$1,000 DEDUCTIBLE.

My File Edit Tools Help



Summary

Journal

Journal 2010/11 59 Ref RETIRE Desc CONTRIBUTI Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
10110100	40001	FUND BALANCE	I	196,751.00
10110100	71800	RETIREMENT	I	196,751.00
21514300	40001	FUND BALANCE	I	1,231.00
21514300	71800	RETIREMENT	I	1,231.00
22160100	40001	FUND BALANCE	I	30,188.00
22160100	71800	RETIREMENT	I	30,188.00
23828600	40001	FUND BALANCE	I	906.00
23828600	71800	RETIREMENT	I	906.00
24062000	40001	FUND BALANCE	I	6,175.00
24062000	71800	RETIREMENT	I	6,175.00
26132500	40001	FUND BALANCE	I	18,668.00
26132500	71800	RETIREMENT	I	18,668.00
26436201	71800	RETIREMENT	I	4.00
26436201	40001	FUND BALANCE	I	4.00
27436400	40001	FUND BALANCE	I	1,011.00
27436400	71800	RETIREMENT	I	1,011.00
27436481	40001	FUND BALANCE	I	337.00

 Add'l Description

Journal Totals

Increase	00
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Decrease	00
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Budget Amendment Detail Lines

My File Edit Tools Help

Summary

Journal

Journal 2010/11 59 Ref RETIRE Desc CONTRIBUT Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
27436481	71800	RETIREMENT	I	337.00
27667200	40001	FUND BALANCE	I	22,727.00
27667200	71800	RETIREMENT	I	22,727.00
27769000	40001	FUND BALANCE	I	131.00
27769000	71800	RETIREMENT	I	131.00
29266203	40001	FUND BALANCE	I	19,227.00
29266203	71800	RETIREMENT	I	19,227.00
50975600	40002	UNRESTRICTED NET ASSETS	I	2,621.00
50975600	71800	RETIREMENT	I	2,621.00
51625300	40002	UNRESTRICTED NET ASSETS	I	1,545.00
51625301	71800	RETIREMENT	I	1,545.00
53502806	40002	UNRESTRICTED NET ASSETS	I	2,571.00
53504182	71800	RETIREMENT	I	2,571.00
67787200	40004	NET ASSETS - RESERVES	I	197.00
67787201	71800	RETIREMENT	I	197.00
73127400	40004	NET ASSETS - RESERVES	I	808.00
73127400	71800	RETIREMENT	I	808.00

Add Description

Journal Totals

Increase

Decrease

Bay County, Michigan

Additional Comments

Journal:

59 Line: 1

TO BUDGET FOR ADDITIONAL 2% RETIREMENT EMPLOYER CONTRIBUTION FOR 2010 BUDGET.

My File Edit Tools Help



Journal 2010/11 64 Ref INCREA Desc REVENUE Eff Date 11/09/2010

Summary

Org	Object	Description	I/D	Amount
10110100	40001	FUND BALANCE	D	\$,000.00
10121500	18401	PISTOL PERMITS	I	\$,000.00

 Add Description

Increase	8,000.00
Decrease	8,000.00

Bay County, Michigan

Additional Comments

Journal: 64 Line: 1

TO BUDGET FOR INCREASED CONCEALED WEAPONS PERMITS FOR THE CLERKS BUDGET.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2010/11 - 67 Ref FORECL Desc REIMBURSEM Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
10175112	70500	REIMBURSEMENTS	I	262.00
10175112	70500	TEMPORARY HELP	I	262.00
10126500	67600	REIMBURSEMENTS	I	3,238.00
10126500	70500	TEMPORARY HELP	I	3,238.00

Add Description

Journal Totals

Increase .00

Decrease .00

Bay County, Michigan

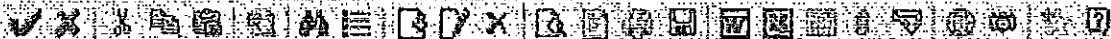
Additional Comments

Journal: 67 Line: 2

TO BUDGET FOR BUILDING AND GROUNDS REIMBURSEMENT FOR MAINTENANCE OF ALL THE
FORECLOSED HOMES USING SEASONAL HIRES TO MOW LAWNS AND MAINTENANCE FOR THE
DELINQUENT TAX FORECLOSED HOMES FUND (5180).

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2010/11 70 Ref REVENUE Desc INCREASED Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
51025407	92000	REPAIR AND MAINTENANCE	I	3,520.00
51025407	62400	TITLE SEARCH FEES	I	8,500.00
51025407	80200	CONTRACTUAL SERVICES	I	4,980.00

Add Description

Journal Totals

Increase .00
Decrease .00

Bay County, Michigan

Additional Comments

Journal: 70 Line: 1

TO BUDGET FOR INCREASE REVENUE IN THE DELINQUENT PROPERTY TAX FORECLOSURE FUND
AND BUDGET FOR THE MAINTENCE EXPENSE FOR THIS FUND.

Budget Amendment Detail Lines

MyFileEditToolsHelp

Summary

Journal

Journal 2010/11 73 Ref SETTLE Desc STATE OF M Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
22160100	99501	CLAIMS SETTLEMENTS/ADJMENTS	I	2,400.00
22160100	40001	FUND BALANCE	I	2,400.00

Add'l Description

Journal Totals

Increase	.00
Decrease	.00

Bay County, Michigan

Additional Comments

Journal: 73 Line: 1

TO BUDGET FOR SETTLEMENT WITH STATE OF MI. REGARDING A CERTIFIED LEAD
PROFESSIONAL IN THE BAY COUNTY HEALTH DEPT. BOARD OF COMMISSIONERS APPROVED
INCLOSED SESSION ON 9-14-10 MOTION #79.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2010/11 74 Ref CONTRI Desc ENBRIGE Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
10131500	97510	CONTRIBUTIONS FROM PVT SOURCES	1	750.00
10131500	96760	AUDIO / VISUAL EXPENSE	1	750.00

Add Description

Journal Totals

Increase	.00
Decrease	.00

Bay County, Michigan

Additional Comments

Journal: 74 Line: 1

BUDGET FOR CONTRIBUTION FROM ENBRIDGE OF \$750. TO PURCHASE CAMERAS FOR THE
SHERIFF DEPT TO USE FOR FIRE INVESTIGATIONS.

Budget Amendment Detail Lines

File Edit Tools Help



Summary

Journal

Journal 2010/11 77 Ref PURCH Desc PRINTER Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
10128800	96741	COMPUTER HARDWARE EXPENSE	I	4,670.00
10128800	80100	PROFESSIONAL SERVICES	D	500.00
10128800	81300	DATA PROCESSING SERVICES	D	1,000.00
10128800	80100	PROFESSIONAL SERVICES	D	300.00
10128800	93100	EQUIPMENT REPAIR & MAINTENANCE	D	70.00
26132500	40001	FUND BALANCE	I	2,000.00
26132500	99900	TRANSFERS OUT TO OTHER FUNDS	I	2,000.00
23828600	40001	FUND BALANCE	I	800.00
23828600	99900	TRANSFERS OUT TO OTHER FUNDS	I	800.00
10128800	69900	TRANSFERS IN FROM OTHER FUNDS	I	2,000.00
10128800	69900	TRANSFERS IN FROM OTHER FUNDS	I	800.00

Add Description

Journal Totals

Increase	1,870.00
Decrease	1,870.00

Bay County, Michigan

Additional Comments

Journal: 77 Line: 1

BUDGET FOR PURCHASE OF NEW HP COLOR PRINTER FOR GIS.

My File Edit Tools Help

Journal 2010/11 78 Ref WARD Desc CHILD CARE Eff Date 11/09/2010

Summary

Journal Lines

Org	Object	Description	I/D	Amount
29266200	68300	REIMBURSEMENTS-STATE	I	75,000.00
29266300	69901	TRANSFERS IN FROM GENERAL FUND	D	75,000.00
29266200	69901	TRANSFERS IN FROM GENERAL FUND	I	75,000.00
29266200	84400	BOARD AND CARE	I	6,000.00
29266300	84401	STATE WARD CHARGE BACK	D	55,000.00
29266300	84403	STATE WARD CHARGE BACK - ADULT	D	20,000.00
29266200	84601	PRIVATE PLACEMENT-RM & BD	I	6,990.00
29266200	84603	PRIVATE PLACEMENT-OTHER EXP.	I	1,010.00
29266200	84606	INSTIT.PLACEMENT-RM & BD.	I	130,000.00
29266200	84607	INSTIT.PLACEMENT-OTHER EXP.	I	6,000.00
10166200	99900	TRANSFERS OUT TO OTHER FUNDS	I	75,000.00
10166300	99900	TRANSFERS OUT TO OTHER FUNDS	D	75,000.00

Add'l Description

Journal Totals

Increase	75,000.00
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Decrease	75,000.00
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Bay County, Michigan

Additional Comments

Journal: 78 Line: 1

MOVE DOLLARS FORM STATE WARD BUDGET TO CHILD CARE PLACEMENT BUDGET. YOUTH ARE BEING PAID THROUGH CHILD CARE FUND THAN STATE WARD FUND.

Budget Amendment Detail Lines

My File Edit Tools Help

Summary

Journal
 Journal 2010/11 79 Ref Desc brevvehid Eff Date 11/03/2010

Journal Lines

Org	Object	Description	I/D	Amount
27667238	93200	VEHICLE REPAIR & MAINTENANCE	I	1,400.00
27667238	40200	CURRENT REAL PROPERTY TAXES	I	1,400.00
27667200	40200	CURRENT REAL PROPERTY TAXES	D	1,400.00
27667200	40200	FUND BALANCE	I	1,400.00

Add Description

Journal Totals

Increase	1,400.00
Decrease	1,400.00

Bay County, Michigan

Additional Comments

Journal: 79 Line: 1

TO BUDGET TO ROLL OVER DOLLARS FROM 9 MONTH BUDGET INTO THE 3 MONTH BUDGET FOR DOA.

Budget Amendment Detail Lines

My File Edit Tools Help

✓ ✕ %

Summary

Journal

Journal 2010/11 02 Ref ANIMAL Desc TRUCK BOX Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
1011000	96731	VEHICLE EQUIPMENT EXPENSE	I	3,749.00
10110100	40001	FUND BALANCE	I	3,749.00

Add Description

Journal Totals

Increase	00
Decrease	00

Bay County, Michigan

Additional Comments

Journal: 82 Line: 1

BUDGET FOR A NEW TRUCK BOX TO BE PUT ON A NEW DONATED TRUCK FOR ANIMAL CONTROL. THE DONATION IS FROM DICK DEMARA IN MEMORY OF HIS WIFE. THE BOX WILL HOLD STRAY ANIMALS PICKED UP.

-46-

Budget Amendment Detail Lines

My File Edit Tools Help



Journal

Summary

Journal 2010/11 63 Ref CLERK Desc IDENTIPHOT Eff Date 11/09/2010

Journal Lines

Org	Object	Description	I/D	Amount
10122800	96741	FUND BALANCE		3,100.00
10122800	96741	COMPUTER HARDWARE EXPENSE	I	1,882.00
10122800	93700	HARD/SOFTWARE REPAIR & MAINT	I	270.00
10122800	74000	OPERATING SUPPLIES	I	130.00
10122800	93700	HARD/SOFTWARE REPAIR & MAINT	I	25.00
10122800	74000	OPERATING SUPPLIES	I	360.00
10122800	96742	COMPUTER SOFTWARE EXPENSE	I	433.00

Add Description

Journal Totals

Increase	00
Decrease	00

Bay County, Michigan

Additional Comments

Journal: 83 Line: 6

BUDGET FOR CLERK'S IDENTIPHOTO SYSTEM.

BAY COUNTY BOARD OF COMMISSIONERS

11/9/10

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (11/9/10)
- WHEREAS, The Bay County Juvenile Home is responsible for dealing with residents that may go out of control physically potentially hurting themselves or others; and
- WHEREAS, The license for the Juvenile Home is through the State of Michigan Department of Human Services and, therefore, must follow the Licensing Rules for Child Caring Institutions; and
- WHEREAS, To avoid excessive mechanical and physical restraints, staff must be properly trained on how to handle the resident without causing injury to the resident or the resident causing injury to themselves; and
- WHEREAS, Bay County Juvenile Home administration wishes to apply for grant funding through Michigan Municipal Risk Management Authority, said funds to provide training on de-escalation tactics along with safe physical and mechanical restraints; and
- WHEREAS, This training would include two staff to be trained as trainers and then certify the remaining staff at the facility in the techniques; Therefore, Be It
- RESOLVED By the Bay County Board of Commissioners that authorization is granted to make application to MMRMA for grant funding in the amount of \$2,742 to cover training, lodging, meals and travel to JKM training in Lansing Michigan on Safe Crisis Management; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute all documents required for this grant, including grant award documents, on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Juv Home - MMRMA Grant - Safe Crisis Management

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-49-



BAY COUNTY JUVENILE DETENTION FACILITY

520 West Hampton Road

Essexville, MI 48732

(989) 892-4519

Fax (989) 892-4419

THOMAS L. HICKNER

County Executive

THOMAS A. LAMBERT

Administrative Supervisor

lambertt@baycounty.net

JULIANN R. BOLLMAN

Director

bollmanj@baycounty.net

NANCY FISCHER

Program Supervisor

fischern@baycounty.net

TO: Commissioner Donald J. Tilley
FROM: Juli Bollman
RE: Item for Way and Means Agenda
DATE: November 3, 2010

Please accept the following item for the Ways and Means Agenda:

Request approval to apply to the Michigan Municipal Risk Management Authority (MMRMA) for grant funds. The funds would provide training on de-escalation tactics along with safe physical and mechanical restraints. This Training would include two staff to be trained as trainers, and then certify the remaining staff at the facility in the techniques.

The Bay County Juvenile Home is responsible for dealing with residents that may go out of control physically potentially hurting themselves or others. The license for the Juvenile Home is through the State of Michigan Department of Human Services and therefore must follow the Licensing Rules for Child Caring Institutions.

To avoid excessive mechanical and physical restraints, staff need to be properly trained on how to handle the resident without causing injury to the resident or the resident causing injury to themselves. Current policy simply states not to harm the resident in the restraint.

Send two staff to a Train the Trainer Seminar through JKM training in Lansing, Michigan on Safe Crisis Management with funds acquired through the MMRMA grant.

JKM Training	\$1,666 Five day training including certification to train other staff, training materials, videos, etc,
Meals, Lodging and travel	\$1076.00 (separate rooms for one male and one female)

Total **\$2742.00**

The request is for MMRMA to pay the total cost as this training can be utilized throughout the County and for other juvenile facilities covered under MMRMA.

- 50 -



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn
Personnel and Employee Relations Director
quinn@baycounty.net

October 14, 2010

Don Tilley, Chairman
Ways and Means Committee
Bay County Board of Commissioners
515 Center Avenue, Suite 401
Bay City, MI 48708-5125

RE: ***Tuition Reimbursement Request***

Dear Commissioner Tilley:

Please consider the item listed below for the agenda of your committee.

Tuition Reimbursement Request/USW employee/Jill McKeon, Auditing and Assurance Services (ACCT 320/Davenport University).

Background: The collective bargaining agreement with the USW full-time unit provides for the Bay County Executive to approve or deny requests for tuition reimbursement, but the committee prefers to review tuition requests prior to payment.

Financial: Funds are budgeted. Tuition reimbursement is \$841.25. Note: Ms. McKeon has requested \$1,682.50, however, I have approved 50% of her request.

Recommendation: Receive this item concerning a request for tuition reimbursement submitted by Jill McKeon, Account Clerk III/Treasurer's Office.

Thank you for considering this item for the agenda of your committee.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Quinn".

Tim Quinn, Director
Personnel and Employee Relations

TQ/mr

cc: Tom Hickner; Mike Gray; Marty Fitzhugh; Rick Brzezinski; Jill McKeon; Matt Burley; Tuition file;
Personnel file

G:\Board\WAYS&MEA\2010\Tuition Request - Jill McKeon.10.10.wpd

515 Center Avenue, Suite G102, Bay City, MI 48708-5121
(989) 895-4098 • FAX (989) 895-2076 • TDD (Hearing Impaired) (989) 895-4049
Web: www.baycounty-mi.gov

-51-

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Jill McKeon
Applicant's Name

253-TREASURER'S
Department OFFICE

U.S.W.A. #15151
Bargaining Unit

School: DAVENPORT UNIVERSITY

Are you on a degree program? (YES) NO

Program BBA-ACCOUNTING

	Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1.	ACC1320	3	\$480.00	\$30.00	\$212.50	8/20/10	12/18/10	AUDITING & ASSURANCE SERVICES
2.			\$	\$	\$			
	Totals		\$480.00 + \$30.00	\$212.50	\$	Total		
						\$1082.50		

How is this class(es) job related? PRACTICE ETHICS DAILY, VERIFY DEPOSITS AS THEY COME INTO OUR OFFICE, KEEP TRACK OF DEPARTMENT DEPOSITS FOR TIMELY DEPOSITS.

CFO's and Deputies

Course Number Approved

All Other Units

Applicant's Signature _____ Date _____

Jill McKeon 8/11/10
Applicant's Signature Date

Sheriff's Signature _____ Date _____

Bob F. Byrnes 8/23/10
Department Head's Signature Date

Ways and Means Chairperson's Signature _____ Date _____

Human Resource Director's Signature _____ Date _____
or County Executive's Signature

NOTE:

Proof of successful completion of the course is mandatory. Proof of payment of tuition, fees, and books is also mandatory. **RECEIVED** language is controlling. Check your contract, first, for specifics before turning in this form.

White: Personnel
Yellow: Ways and Means
Pink: Department Head

AUG 24 2010

PERSONNEL DEPARTMENT 6/95



Davenport University
 www.davenport.edu
 (800) 632-9569
 6191 Kraft Ave
 Grand Rapids, MI 49512

Student ID: 518272368

Due Date: 20-AUG-2010

Statement Date: 04-AUG-2010

Student Name: Mrs. Jill M. McKeon

Term: 201110

Student Schedule/Bill

CRN	SUBJ	CRSE	SEC	CMP	COURSE TITLE	CREDS	DAYS	START/STOP	BUILD	ROOM
10493	ACCT	320	0	117	Auditing & Assu	3.00	W	0530-0825pm	MIACA	114
Course Credits:						3.00				

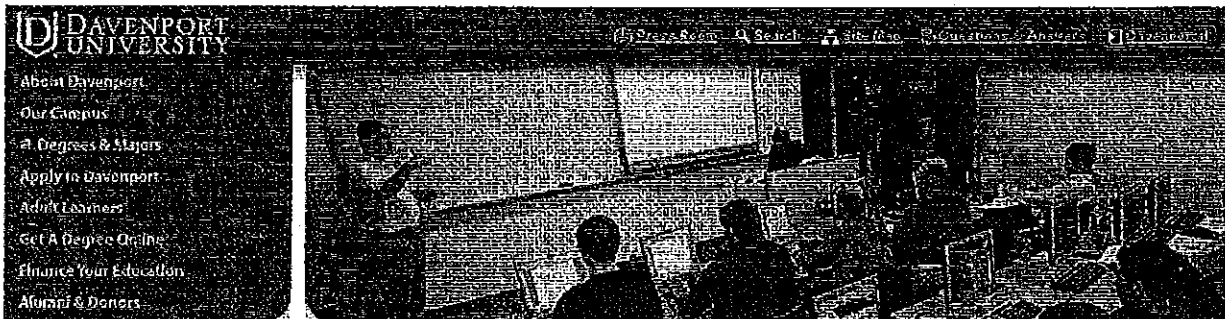
CHARGES		CREDITS/ANTICIPATED CREDITS	
Total Charges:	\$1,470.00	Total Credits/Anticipated Credits:	\$0.00

Note: The balance due may include ESTIMATED FINANCIAL Aid and If for any reason aid is not approved, you will be responsible for the resulting charges on your Davenport student aid.
 Fall Charges Due by August 20, 2010

Previous Balance:	\$0.00
Current Term Balance:	\$1,470.00
Amount Due:	\$1,470.00
Future Balance:	\$0.00

If payment is not received by the posted due date for the semester, your class will be dropped.

- 53 -

**New Programs for Fall 2010****Academic Catalog****Business**[IACBE](#)[MBA](#)[Executive MBA](#)[Bachelor's Degrees](#)[Associate Degrees](#)[Post-Baccalaureate Certificates](#)[Post-Graduate Certificates](#)[Certified Manager Prep](#)**Health Professions**[Bachelor's Degrees](#)[Associate Degrees](#)[Diplomas](#)[Pre-Health Professions Courses](#)[Division of Nursing](#)[Post-Baccalaureate Certificate](#)**Technology**[Master of Science](#)[Bachelor's Degrees](#)[Associate Degrees](#)[Post-Baccalaureate Certificate](#)[All Degrees \(Alphabetical\)](#)**Donald W. Maine School of Business**

U.S. Department of Labor projections through 2012 show that of the top five industries with the fastest growing employment rate and wage growth, three are in business-related fields.

With more than 30 business majors here at Davenport University, we prepare you for these in-demand jobs by providing the practical, real-world skills you need to compete. Our degrees range from diploma programs to an MBA in disciplines such as accounting, business administration, management, marketing and finance. Graduates of the Donald W. Maine School of Business are prepared for any number of rewarding positions in business, government, industry, health care, service, education, and non-profit community agencies.

NEW: Sustainable Business Development[Back To Programs](#) > [Back To Classes](#)**ACCT320****Auditing and Assurance Services**

This course examines auditing and assurance services. The course focuses on the detailed study of the financial statement audit, including professional responsibilities and ethics, audit planning, internal controls, evidence gathering, and audit reports. Assurance services, reviews, and compilations are also covered.

Prerequisite(s): ACCT302**Davenport University Student Com..**

-54-

Analysis of General Fund Unreserved/Undesignated Fund Balance 2010

Description	Res. or Motion #	2010 Fund Balance	Fund Balance Budgeted
Unreserved/Undesignated Fund Balance or (Deficit) 12/31/2009		\$3,406,455	\$0
Reverse previous years reserved/designated Fund Balance *		\$575,501	
Unreserved/Undesignated Fund Balance or (Deficit)		\$3,981,956	
2010 Budgeted Surplus / (Deficit)		\$0	

BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH OCTOBER 2010

To budget for rollover of 2009 PO's @12/31/09*	10-02-0661	(\$575,501)	575,501
Rollover remaining Fds recreation act frm orig \$1000 BC/BS MI Walks prog	10-03-0002	(\$664)	664
Budget 10131500 for purchase Patrol Veh due to accident net Ins proceeds	10-03-0020	(\$14,675)	14,675
Budget for polycam system & cart at Juvenile Home for Probate Court	10-03-0008	(225)	225
Budget for polycam system & cart at Juvenile Home for Probate Court	10-03-0008	(5,115)	5,115
Correct 10120200 payroll revenue s/b \$75 keyed in as \$7500 under 63700	10-04-0006	(7,425)	7,425
Roll over unused funds budgeted in 2009 for exterior cleaning of Bldg.	10-04-0003	(6,000)	6,000
Roll over remaining Bangor DDA expenditure dollars for Civic Arena.	10-04-0005	(63,456)	63,456
Roll over 2008 P.O.'s per request of Purchasing Agent for the yr 2010	10-05-0642	(20,529)	20,529
2010 Budget Target Reduction - Child care	10-05-0021	(7,324)	7,324
To correct 2010 budget G.F. 96999 acct s/b \$2,346 less	10-05-0022	2,346	(2,346)
Adj 2010 target budget reduction for grant activities should not be reduced	10-05-0035	(1,211)	1,211
Adj 2010 target budget reduction for grant activities should not be reduced	10-05-0036	(4,969)	4,969
Electronic ticket system improve efficiency and officer safety-Road Patrol	10-05-0039	(115,000)	115,000
Budget Juvenile Home "Why Try" training program run by MSU employees	10-06-0002	(439)	439
Budget for Health Dept Clinic Software from Mitchell McCormick	10-06-0326	(193,920)	193,920
Correct budget target reduction the reduction recorded under G..F. s/b Othe	10-08-0004	(99)	99
2010 budget allocation not adequate for election expense	10-08-0005	(45,000)	45,000
Correct 2010 original budget for secondary road patrol grant	10-08-0008	(12,652)	12,652
Correct 2010 original budget for youth alcohol grant	10-08-0009	(5,815)	5,815
Budget LED - ARRA grant 10% match for General Fund	10-08-0514	(15,000)	15,000
Correct 2010 original budget for secondary Williams road patrol grant	10-08-0008	12,020	(12,020)
Correct 2010 original budget for drive safely grant	10-08-0009	21,915	(21,915)
To cover the cost of transportation for autopsies. Board Res # 2010-202	10-09-0325	(4,000)	4,000
Increase ISD budget for internet fees from Charter for county wide access	10-09-0653	(4,800)	4,800
Increase Juvenile Home for 50% of costs related to phone system.	10-09-0654	(4,522)	4,522
For Sheriff Dept purchase a restraint chair,50% funding from MMRMA	10-09-0001	(762)	762
Reduce current property taxes, personal property, Industrial facility taxes	10-09-0003	(822,516)	822,516
Budget for Bangor DDA one time lump sum distribution prorated	10-09-0004	93,570	(93,570)
Budget for one time residual cash from Mental Health Group Homes (debt)	10-09-0005	717,227	(717,227)
Budget for Dependent Verification Audit for payroll	10-09-0005	(8,000)	8,000
Budget for purchase of two laptop Computers for Juvenile Home	10-09-0005	(3,315)	3,315
Budget for mediation settlement agreement regarding EEOC charge	10-09-0005	(15,631)	15,631
		0	0
October 31, 2010		(1,111,487)	1,111,487
Estimated Unreserved, Undesignated Fund Balance or (Deficit) 10/31/2010		\$2,870,469	\$1,111,487

-55-

THOMAS L. HICKNER
Bay County Executive

FINANCE DEPARTMENT
Bay County Building
515 Center Avenue, Suite 701
Bay City, MI 48708-5128



TIMOTHY E. QUINN
Finance Officer
quinnt@baycounty.net

CRYSTAL A. HEBERT
Assistant Finance Officer
hebertc@baycounty.net

KIMBERLY A. PRIESSNITZ
Budget/Grants
priessnitzk@baycounty.net

TO: Brian Elder, Chairperson
Bay County Board of Commissioners

FROM: Crystal Hebert,
Assistant Finance Officer

RE: Executive Directive #2007-11

DATE: November 1, 2010

REQUEST:

Please place this memo on the November 9, 2010 agenda for the Board of Commissioners meeting.

BACKGROUND:

On October 07, 2010, an e-mail was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

ECONOMICS:

As of the date of this missive, the following are the updates to the previous correspondence:

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the State Grants with regard to fiscal year 2009 and/or 2010 appear to have no changes.

RECOMMENDATION:

To receive.

c: Tom Hickner
Michael Gray
Marty Fitzhugh
Kim Priessnitz
Tim Quinn

BAY COUNTY BOARD OF COMMISSIONERS

11/9/10

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS (11/9/10)
WHEREAS, As the result of an extended medical leave, the Bay County Animal Control Department will be without the services of its only part time Custodian/Kennel Attendant leaving that department seriously understaffed; and
WHEREAS, Funds exist within the 2010 Animal Control budget to cover a part time Custodian/Kennel Attendant during the medical leave; Therefore, Be It
RESOLVED By the Bay County Board of Commissioners that authorization is grant to post/fill a part time Custodian/Kennel Attendant position during the medical leave of the current Custodian/Kennel Attendant.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Animal Control - Part Time Custodian/Kennel Attendant

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

**BAY COUNTY
Administrative Services**

Bay County Animal Control Dept.

Michael K. Gray
Assistant County Executive for
Administrative Services
graym@baycounty.net

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-7658
TDD (989) 895-4049
<http://www.co.bay.mi.us/>



Thomas L. Hickner
County Executive

ANIMAL CONTROL
Michael Halstead, Manager
halsteadm@baycounty.net

BUILDINGS & GROUNDS
Richard Pabalis, Superintendent
pabalisr@baycounty.net

INFORMATION SYSTEMS
Robert Super, Director
superr@baycounty.net

PURCHASING
Frances Horgan, Purchasing Agent
horganf@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

MEMORANDUM

TO: BRIAN K. ELDER, CHAIRMAN
AND MEMBERS

FROM: MICHAEL F. HALSTEAD, MANAGER, ANIMAL CONTROL DEPARTMENT

DATE: NOVEMBER 4, 2010

RE: HIRING OF A PART TIME CUSTODIAN

BACKGROUND;

In the interest of budgetary austerity, Bay County Animal Control has been operating with one Part Time Custodian/Kennel Attendant. Though budgetarily authorized, a second Part Time Custodian/Kennel Attendant position has been temporarily filled with an Animal Control Officer spending four (4) hours of a shift performing those duties. On November 3, 2010, this office was informed that our Part Time Custodian/Kennel Attendant would be absent on an extended medical leave, leaving this Department with but one temporarily assigned Custodian/Kennel Attendant.

ECONOMICS: The 2010 Budget calls for two Part Time Custodian/Kennel Attendant positions within the Animal Control Department. In light of the aforementioned budget authorization, the hiring of the described position would provide no negative impact upon the financial constraints set by the 2010 Budget.

RECOMMENDATION: That those efforts necessary to hire the Part Time Custodian/Kennel Attendant be expeditiously undertaken to assuage the need for the performance of those duties outlined in the job description.

Cc: Thomas Hickner, County Executive
Michael Gray, Director, Admin. Svcs.
Robert Redmond, Board Financial Analyst

No. 2010-243

BAY COUNTY BOARD OF COMMISSIONERS

11/9/10

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

Accounts Payable:

10/7/10	\$53,623.93
10/13/10	\$11,012,770.28
10/20/10	\$1,851,036.72
10/27/10	\$1,911,491.72

Handwritten:

10/7/10	\$53,623.93
11/27/10	\$8,077.50

Bayanet:

9/1/10 - 9/30/10	
Payroll	\$20,838.31
Accounts Payable	\$17,609.82

Center Ridge Arms-Payables:

11/3/10	\$40,956.06
---------	-------------

BRIAN K. ELDER, CHAIR
BAY COUNTY BOARD OF COMMISSIONERS

Payables - Nov Bd Mtg

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

- 59 -

**BAY COUNTY BOARD OF COMMISSIONERS
11/9/10**

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS (11/9/10)

RESOLVED By the Bay County Board of Commissioners that the reports of the County Executive, listed below and attached, are received:

Employment Status Report: October 2010

Workers' Compensation Report: October 2010

BRIAN K. ELDER, CHAIR
AND BOARD

County Executive - Status Reports

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

**CHANGES IN EMPLOYMENT STATUS
October, 2010**

EMPLOYEE NAME	DEPARTMENT/FUNDING	DATE
<u>NEW HIRE/APPOINTMENT</u>		
Brent Edmonds Dispatcher	Central Dispatch 911 Millage funds	10/06/2010
<u>SEPARATIONS (Seasonal/Temporary/On-call):</u>		
<u>Mosquito Control:</u>		
Michael Collins	Seasonal Control Technician	10/02/2010
Sanford DeGreif	Seasonal Control Technician	10/02/2010
Karen Dorion	Seasonal Control Technician	10/02/2010
Dale Dreffs	Seasonal Control Technician	10/02/2010
Lucas Foco	Seasonal Control Technician	10/02/2010
Trisha Hebert	Seasonal Control Technician	10/02/2010
James Hughes	Seasonal Control Technician	10/02/2010
Benjamin Kitts	Seasonal Control Technician	10/02/2010
Ryan Krager	Seasonal Control Technician	10/02/2010
Anthony Licavoli	Seasonal Control Technician	10/02/2010
Matthew Mikolajczak	Seasonal Control Technician	10/02/2010
Brandon Precour	Seasonal Control Technician	10/02/2010
Anastacio Ramirez	Seasonal Control Technician	10/02/2010
Joel Reimann	Seasonal Control Technician	10/02/2010
David Ross	Seasonal Control Technician	10/02/2010
Ruth Russell	Seasonal Control Technician	10/02/2010
Andrew Willson	Seasonal Control Technician	10/02/2010
Jake Alvesteffer	Seasonal Control Technician	10/02/2010

-61-

Golf Course:

Richard Phelps	Starter/Ranger	10/22/2010
Thomas Hudson	Starter/Ranger	10/22/2010
Robert Goodwin	Starter/Ranger	10/22/2010
Charles Glocksine	Starter/Ranger	10/22/2010
Bruce Clark	Starter/Ranger	10/22/2010
Michael Beyer	Starter/Ranger	10/22/2010
William Dewyze	Starter/Ranger Team Leader	10/22/2010
Thomas Luczak	Clubhouse Attendant	10/22/2010
Lynn Galloway	Clubhouse Attendant	10/22/2010
Dianne Dewyse	Clubhouse Attendant Team Leader	10/22/2010
Shane Albrecht	Equipment Operator	10/22/2010
Leonardo Carrasco	Equipment Operator	10/08/2010
Robert Franek	General Laborer	10/16/2010

Personnel Department
November 4, 2010

WORKERS' COMPENSATION REPORT
October, 2010

EMPLOYEE NAME	DEPARTMENT	DATE OF INJURY	REASON FOR PAYMENT
Sandra Fader	Division on Aging	03/03/2010	Medical Only
Tiffany Hicks	Sheriff Department	08/09/2010	Medical Only
Benjamin Kitts	Mosquito Control	09/03/2010	Medical Only
Robert Lee	Sheriff Department	01/28/2010	Medical & Indemnity
Shirley Lijewski	Sheriff Department	06/13/2010	Medical & Indemnity
Lynn Oliver	Animal Control	05/24/2010	Medical & Indemnity
Timothy Smith	Sheriff Department	08/16/2010	Medical Only
Jill Torres	Building and Grounds	04/03/2003	Medical & Indemnity

Note: Employees appear on this report if there has been a payment during the month from the self-insurance fund for a work related injury. A name appearing on this report does not necessarily mean the employee is off work. Oftentimes, medical bills are received a month or two after the date of injury.

Submitted by: Danean Wright/Bay County Finance Dept.
Dated: November 2, 2010